



JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: jeffersoncountywi.gov

“Jefferson County: Responsible government
advancing quality of life”

***REVISED 12-09-2014**

MEMORANDUM

BEN WEHMEIER
County Administrator

TAMMIE JAEGER
Administrative Secretary

TO: Editors

FROM: Ben Wehmeier, County Administrator

DATE: December 4, 2014

SUBJECT: JEFFERSON COUNTY Meetings – Week of December 8, 2014

December 8, 2014 Monday	Highway Committee	8:00 a.m.	Jefferson County Courthouse, Rm 202
	Joint meeting of the Highway & Infrastructure Committees	8:30 a.m.	Jefferson County Courthouse Rm 202
	UW Extension Education Committee	8:30 a.m.	UW Extension 864 Collins, Rm 12, Jefferson
	Drainage Board	9:30 a.m.	Jefferson County Courthouse, Rm 203
	Farmland Conservation Easement Commission	12:30 p.m.	Jefferson County Courthouse, Rm 203
December 9, 2014 Tuesday	Human Services Board	8:30 a.m.	Workforce Development 874 Collins, Rm 103, Jefferson
	Electronic Recording Council – Wisconsin	10:00 a.m.	Jefferson County Courthouse, Rm 102
	County Board	7:00 p.m.	Jefferson County Courthouse, Rm 205
December 10, 2014 Wednesday	*Economic Development Consortium (Agenda revised)	8:30 a.m.	UW Extension 864 Collins, Rm 12, Jefferson
December 11, 2014 Thursday	Finance Committee	8:30 a.m.	Jefferson County Courthouse, Rm 112
	*HOME Consortium Board	9:00 a.m.	515 W. Moreland Blvd. Rm 355 Waukesha, WI 53188
	Zoning Board of Adjustment	1:00 p.m.	Jefferson County Courthouse Rm 205
December 12, 2014 Friday	No Scheduled County Meetings		
December 13, 2014 Saturday	No Scheduled County Meetings		
December 14, 2014 Sunday	No Scheduled County Meetings		



Agenda

Jefferson County Highway Committee Meeting

Monday, December 8, 2014
8:00 a.m.

311 S. Center Avenue, Room 202
Jefferson, Wisconsin 53549

Committee Members: George Jaeckel - Chairman, Walt Christensen - Vice Chairman, Al Counsell - Secretary, Carlton Zentner, Ron Buchanan

Highway Commissioner: William T. Kern

AGENDA

1. Call meeting to order
2. Roll Call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time)
6. Approve minutes from December 2, 2014 Highway Committee meeting
7. Communications
8. Old Business
 - a. Review and approve a resolution for the following equipment bids/quotes: (Smooth Drum Soil Compactor, Pad-foot Soil Compactor, Loader-Backhoe, Track Skid-Steer, Road Widener, Water Truck)
9. New Business
 - a. None
10. Review and approve vouchers
11. Set Next Meeting Date – January 20, 2015
12. Adjourn

Note: The Highway Committee may discuss and/or take action on any item specifically listed on the agenda.

"Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made."

**Joint Meeting
Infrastructure Committee
and
Highway Committee**

AGENDA

Jefferson County Courthouse
311 S. Center Avenue, Rm 202
Jefferson, WI 53549

December 8, 2013

8:30 a.m.

Infrastructure Committee Members

Greg David, Richard Jones, John Kannard, Mike Kelly, Russ Kutz

Highway Committee Members

Ron Buchanan, Walt Christensen, Al Counsell, George Jaeckel, Carlton Zentner

1. Call to order
2. Roll call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time)
6. Approval of the November 6, 2013 Joint Highway & Infrastructure Committee Minutes
7. Communications
8. Discussion and possible action on Highway Satellite Shops
9. Set next joint meeting date and possible agenda items
10. Adjourn

A quorum of the Jefferson County Board of Supervisors may be in attendance at this joint meeting

The Committees may discuss and/or take action on any item specifically listed on the agenda

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made



Jefferson County

**University of Wisconsin-Extension
Cooperative Extension**

864 Collins Road
Jefferson, WI 53549

(920) 674-7295

(920) 674-7200 (fax)

DATE: December 3, 2014
TO: Paul Babcock, Glen Borland, Peter Hartz, Ed Morse, Dick Schultz and Other Interested Citizens
CC: Ben Wehmeier, Barb Frank, Tammie Jaeger, Jim Schroeder, Matt Hanson
FROM: LaVern Georgson, Agriculture Agent
RE: University Extension Education Committee Meeting

A meeting of the Jefferson County University Extension Education Committee will be held on **Monday, December 8, 2014 at 8:30 a.m.** at UW-Extension, 864 Collins Rd., **Room 12**, Jefferson, Wisconsin.

1. Call to Order & Roll Call (to establish a quorum)
2. Certification of Compliance with Open Meetings Law
3. Approval of Agenda (for possible rearrangement)
4. Approval of November 10, 2014 meeting minutes
5. Communications
6. Public Comment: (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time.)
7. 2014 Budget Update
8. Technology Upgrade Project Update
9. 2015 Budget Report
10. Agent Reports
11. Next meeting date – January 12, 2015
12. Identify Future Agenda Topics
13. Adjourn

**The Committee may discuss and/or take action on any item specifically listed on the agenda.
Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24
hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.**

“Enriching people with knowledge, perspective, skills and aspirations.” University of Wisconsin, U.S. Department of Agriculture and Wisconsin counties cooperating. UW-Extension provides equal opportunities in employment and programming including Title IX and ADA.

JEFFERSON COUNTY FARM DRAINAGE BOARD

Monthly Board Meeting

**Jefferson County Courthouse
311 S. Center Avenue, Room 202
Jefferson, WI 53549**

December 8, 2014

9:30 a.m.

AGENDA

1. Call meeting to order
2. Pay bills
3. Motion to adjourn



Farmland Conservation Easement Commission Agenda

Jefferson County Courthouse

311 S Center Ave, Rm 203

Jefferson, WI 53549

Monday, December 8, 2014, 12:30 p.m.

Members: Margaret Burlingham (Chair), Walt Christensen (Vice Chair), Steve Nass (Secretary), Mariah Hadler, and Blane Poulson.

1. Call to Order
2. Roll Call
3. Certification of Compliance with the Open Meetings Law
4. Review of the December Agenda
5. Public Comment
6. Communications
7. Review & Approval of the November 10, 2014 Meeting Minutes
8. Discussion and possible action on PACE applications
 - Greg Wilke, Town of Waterloo
 - Cliff Haberman, Town of Milford
 - Gary & Mary Ann Kunz Trust, Town of Sumner
 - Duane Koch, Town of Farmington
 - Stewart & Carol Calkins, Town of Palmyra
 - Timothy Hunn, Town of Aztalan
9. Jefferson County Land & Water Conservation Report on Baseline Documentation for Easements
10. Signatures Allowed for Authorizing Easement Documents
11. Discussion on future events that the Farmland Conservation Easement Commission would like to participate in and Community Outreach
12. Future Meeting:
 - January 12, 2015 @ 12:30 in Room 203
 - February 9, 2015 @ 12:30 in Room 203
 - March 9, 2015 @ 12:30 in Room 203
13. Suggestions for the Next Agenda
14. Adjournment

*The Commission may discuss and/or take action on any item specifically listed on the agenda. Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at (920) 674-7101 24 hours prior to the meeting so appropriate arrangements can be made.

AGENDA

**Jefferson County Human Services Board
Jefferson County Workforce Development Center,
874 Collins Road, Room 103, Jefferson, WI 53549
December 9, 2014 at 8:30 a.m.**

Committee Members:

Jim Mode, *Chair*
Dick Jones, *Vice Chair*
Russell Kutz
Augie Tietz

John McKenzie, *Secretary*
Julie Merritt
Jim Schultz

1. Call to Order
2. Roll Call/Establishment of Quorum
3. Certification of Compliance with the Open Meetings Law
4. Review of the December 9, 2014 Agenda
5. Citizen Comments (Members of the Public who wish to address the Board on specific agenda items must register their request at this time.)
6. Approval of November 11, 2014 Board Minutes
7. Communications
8. Review of October, 2014 Financial Statement
9. Review and Approve November, 2014 Vouchers
10. Division Updates: Child and Family Division, Behavioral Health, Administration, Economic Support, and Aging and Disability Resource Center
11. Update on New Professional Contracts
12. Review and Approve Rates for 2015
13. Review and Approve the s.85.21 Specialized Transportation Grant Application for 2015
14. Marsh Country Commission update
15. Review nominations and choose CIT Officer of the Year.
16. Director's Report:
 - a) Echo update
 - b) Texting Policy
17. Updates from Wisconsin County Human Services Association
18. Set next meeting date and potential agenda items (January 13 at 8:30)
19. Adjourn

The Board may discuss and/or take action on any item specifically listed on the Agenda. Special Needs Request - Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.



Staci M. Hoffman, Chair
Jefferson County Register of Deeds
stacih@jeffersoncountywi.gov

Tyson Fettes
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John F. Wilcox
Attorney at Law
Wilcox Law Office
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Mark Herman
Assistant Legal Counsel
Department of Administration
mark.herman@wisconsin.gov

December 9, 2014 at 10:00 AM
Conference Call 1-605-562-3000 Access Code 337546#
Physical location – 311 S Center Ave, Rm 102, Jefferson
<http://www.ercwis.wi.gov>

Agenda

1. Call to Order
2. Recognition of public attendees
3. Approval of June 2, 2014 meeting minutes
4. Announcements that may relate to electronic recording
5. Council Appointment – One member representing an association of Bankers
6. Public input
7. Trusted Submitter Agreement – discussion and possible approval
8. PRIA draft for Indexing - discussion
9. Other announcements related to Electronic Recording
10. Next meeting date, time and location
11. Adjourn

AGENDA

JEFFERSON COUNTY BOARD MEETING

December 9, 2014 7:00 p.m.

Jefferson County Courthouse
311 S. Center Avenue, Room 205
Jefferson, WI 53549

1. **CALL TO ORDER**
 2. **ROLL CALL BY COUNTY CLERK**
 3. **PLEDGE OF ALLEGIANCE**
 4. **CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW**
 5. **APPROVAL OF THE AGENDA**
 6. **APPROVAL OF OCTOBER 28, AND NOVEMBER 12, 2014 MEETING MINUTES**
 7. **SPECIAL ORDER OF BUSINESS**
 - a. *Presentation of 140 Review Award to the Jefferson County Health Department – David W. Pluymer, MSTHA, RS, Director, Division of Public Health – Southern Region Office
 8. **COMMUNICATIONS**
 - a. Treasurer's Monthly Report
 - b. County Board Chair appointments to the Task Force on County Operations and Organizations
 - c. County Board Chair appointment – Ron Buchanan to the Solid Waste/Air Quality Committee
 - d. Correspondence from Stephen Fischer
 - e. Zoning Committee Notice of Public Hearing, December 18, 2014
 9. **PUBLIC COMMENT** (Agenda Items)
- COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES**
10. ADMINISTRATION AND RULES COMMITTEE
 - a. Ordinance – In regard to County committees, boards, commissions or other bodies, (1) amend Board Rules regarding procedure for election of officers and (2) create section allowing chair to maintain reasonable control of public comment
 - b. Ordinance – Create Board Rule on vacancies on the County Board
 11. ECONOMIC DEVELOPMENT CONSORTIUM
 - a. Resolution – Authorization to Contract for Environmental Engineering Services Related to Performing Brownfield Assessments
 12. FAIR PARK COMMITTEE
 - a. Resolution - Exclusive Fair Park signage agreement
 13. FINANCE COMMITTEE
 - a. Resolution – Reauthorize self-insuring worker's compensation liability
 - b. Resolution – Repealing Resolution No. 2006-54 – Surety Protection for County Officials and Employees
 14. HIGHWAY COMMITTEE
 - a. Resolution – Authorize Highway Department equipment purchases
 15. HUMAN RESOURCES COMMITTEE
 - a. Ordinance - Amend the Personnel Ordinance to allow the opportunity for compensatory carryover for Intake/On-Call Social Workers and to categorize Public Health Nurses and WIC Project Director positions in the correct exempt category
 - b. Resolution – Wage adjustment for Sworn, Non-Represented Sheriff's Department Employees for 2014
 16. HUMAN SERVICES BOARD

- a. Resolution – Authorizing execution of state human services contracts, consortium agreements and professional/care provider contracts
- 17. PLANNING & ZONING COMMITTEE
 - a. Report – Approval of Petitions
 - b. Ordinance - Amend Zoning Ordinance
 - c. Ordinance –Repeal & recreate Floodplain Ordinance
 - d. Resolution – Acquisition of Digital Orthophotography
- 18. APPOINTMENTS BY COUNTY ADMINISTRATOR
 - a. Medical Examiner – Nichol Wayd
 - b. *Lee Leverton, Lake Mills, WI to the Sheriff’s Civil Service Commission to fill an unexpired term ending January 1, 2018
- 19. PUBLIC COMMENT (General)
- 20. ANNOUNCEMENTS
- 21. ADJOURN

NEXT COUNTY BOARD MEETINGS

FEBRUARY 10, 2015 7:00 P.M. ROOM 205



***REVISED 12-09-2014**

December 10, 2014, 8:30 a.m.

864 Collins Road, Room 12, Jefferson

JCEDC BOARD AGENDA

Board Members

Chairman: John David – City of Watertown

Timothy Freitag – City of Jefferson, Steve Wilke – City of Lake Mills, Mark Johnsrud - Village of Johnson Creek, Vacant – City of Waterloo, Cameron Clapper – City of Whitewater, Matt Trebatoski – City of Fort Atkinson, Augie Tietz – County Supervisor, Jim Mode – County Supervisor, Glen Borland – County Supervisor

- I. Call to Order
- II. Roll Call (Establish a quorum)
- III. Certification of Compliance with Open Meeting Laws
- IV. Approval of Minutes – October, 2014 *#
- V. Citizens' Comments. *Members of the Public who wish to address the JCEDC on specific agenda items must register their request at this time.*
- VI. JCEDC Reports
 - A. Finance Report – October, 2014 *#
 - B. Finance Report – November, 2014 *#
- VII. General Orders
 - A. External Committee Reports
 - 1. Glacial Heritage Area
 - 2. Wisconsin River Rail Transit Commission
 - B. Director's Report #
- VIII. Special Orders
 - A. ***JCEDC Brownfield Application *#**
 - B. Discussion of Jefferson County Rail Strategy Prioritization *#
 - C. Discussion of Regional Partnerships #
- IX. Citizens' Comments
- X. New Business
 - A. Future Agenda Items
 - B. Upcoming Meetings/Seminars
- XI. Adjournment

The JCEDC Board of Directors may discuss and/or take action on any item specifically listed on the agenda.

*** Indicates a vote will be taken. # Indicates a document is enclosed.**

*** Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 24-hours prior to the meeting so appropriate arrangements can be made.*

Agenda
Jefferson County
Finance Committee
Jefferson County Courthouse
311 S. Center Avenue
Room 112
Jefferson, WI 53549

Date: Thursday, December 11, 2014

Time: 8:30 a.m.

Committee members:	Jones, Richard (Chair)	Poulson, Blane
	Braugher, James (Vice Chair)	Schroeder, Jim
	Hanneman, Jennifer (Secretary)	

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Review of the agenda
5. Public comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
6. Approval of Finance Committee minutes for November 13, 2014
7. Communications
8. Monthly Financial Report for October 2014-Finance Department
9. Monthly Financial Report for October 2014-County Clerk
10. Monthly Financial Report for October 2014-Treasurer
11. Monthly Financial Report for October 2014-Child Support
12. Discussion of funding for projects related to the new Highway Facilities
13. Review and discussion on 2014 projections of budget vs. actual
14. Discussion and possible action for RFP for Investment Advisory Services
15. Update on contingency fund balance
16. Set future meeting schedule, next meeting date, and possible agenda items
17. Payment of invoices
18. Adjourn

Next scheduled meetings:

Thursday, January 8, 2015 Regular Meeting
Thursday, February 12, 2015 Regular Meeting
Friday, March 6, 2015 Closing Year End and Carryovers
Thursday, March 12, 2015 Regular Meeting
Thursday, April 9, 2015 Regular Meeting
Thursday, May 14, 2015 Regular Meeting

All meetings are scheduled to begin at 8:30 am in Room 112 unless otherwise noted.

The Committee may discuss and/or take action on any item specifically listed on the agenda.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.



C/O Waukesha County CDBG Program
Lead Agent
515 W. Moreland Blvd.
Waukesha, WI 53188
1.262.896.3370 (direct)
1.262.896.8510 (fax)

C/O Wisconsin Partnership for Housing Development, Inc.
Program Administrator
121 South Pinckney Street Suite 420
Madison, WI 53703
1888.318.4486 (toll –free)
1.608.258.5560 (direct)
1.608.258.5565 (Fax)

The HOME Consortium
Board of Directors Meeting
Thursday, October 16, 2014
515 W. Moreland Blvd. **Rm 355**
Waukesha, WI 53188
@ 9:00 A.M.

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Approval of the Minutes from the September 10, 2014 Board Meeting
4. Public/Staff Comment – Correspondence
5. WI Partnership Fund Balance Report
6. Movin' Out Waterloo Apartments Update and Application for Additional Funds
7. Housing Inspections Update
8. Adjournment

All agenda items are potentially actionable

In accordance with the Americans with Disabilities Act, persons requiring any means of handicap accessibility for this meeting must contact Kristin Silva at 896-3370 (FAX 896-8510) at least 48 hours prior to meeting.

JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT

Janet Sayre Hoeft, Chair; Dale Weis, Vice-Chair; Don Carroll, Secretary;
Paul Hynek, First Alternate; Lloyd Zastrow, Second Alternate

PUBLIC HEARING *BEGINS AT 1:00 P.M. ON THURSDAY, DECEMBER 11, 2014 IN ROOM 205, JEFFERSON COUNTY COURTHOUSE*

CALL TO ORDER FOR BOARD MEMBERS *IS AT 9:30 A.M. IN COURTHOUSE ROOM 203, PRIOR TO THE HEARING*

SITE INSPECTION FOR BOARD MEMBERS *LEAVES AT 9:45 A.M. FROM COURTHOUSE ROOM 203, PRIOR TO THE HEARING*

1. *Call to Order-Room 203 at 9:30 a.m.*
2. *Roll Call*
3. *Certification of Compliance with Open Meetings Law Requirements*
4. *Review of Agenda*
5. *Approval of October 9, 2014 Meeting Minutes*
6. *Communications*
7. *Site Inspections – Beginning at 9:45 a.m. and Leaving from Room 203*
AP1437-14 – David K Hall, W7730 Lamp Road, Town of Sumner
V1434-14 – Michael & Kim Herro Trust, N5375 Golden Lake Park Road, Town of Concord
V1435-14 – Michael & Kim Herro Trust, N5391 Golden Lake Park Road, Town of Concord
V1436-14 – Mark Schneck/Cross Lutheran Church, W710 Gopher Hill Road, Town of Ixonia
8. *Public Hearing – Beginning at 1:00 p.m. in Room 205*
9. *Explanation of Process by Board of Adjustment Chair*

NOTICE OF PUBLIC HEARING JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT

NOTICE IS HEREBY GIVEN that the Jefferson County Zoning Board of Adjustment will conduct a public hearing at 1:00 p.m. on Thursday, December 11, 2014 in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin. Matters to be heard are applications for variance from terms of the Jefferson County Zoning Ordinance and an administrative appeal. No variance may be granted which would have the effect of allowing in any district a use not permitted in that district. No variance may be granted which would have the effect of allowing a use of land or property which would violate state laws or administrative rules. Subject to the above limitations, variances may be granted where strict enforcement of the terms of the ordinance results in an unnecessary hardship and where a variance in the standards will allow the spirit of the ordinance to be observed, substantial justice to be accomplished and the public interest not violated. Based upon the findings of fact, the Board of Adjustment must conclude that: 1) Unnecessary hardship is present in that a literal enforcement of the terms of the ordinance would unreasonably prevent the owner from using the property for a permitted purpose or would render conformity with such restrictions unnecessarily burdensome; 2) The hardship is due to unique physical limitations of the property rather than circumstances of the applicant; 3) The variance will not be contrary to the public interest as expressed by the purpose and intent of the zoning ordinance. **PETITIONERS, OR THEIR REPRESENTATIVES, SHALL BE PRESENT.** There may be site inspections prior to public hearing which any interested parties may attend; decisions shall be rendered after public hearing on the following:

V1434-14 – Michael & Kim Herro Trust: Variance from Sec. 11.07(d)2 of the Jefferson County Zoning Ordinance to sanction construction of a deck and screen room at less than the required setbacks to road right-of-way and centerline of the town road. The property is on PIN 006-0716-2543-000 (36.687 Acres) in an A-1, Exclusive Agricultural zone at **N5375 Golden Lake Park Road**, Town of Concord.

V1435-14 – Michael & Kim Herro Trust: Variance from Sec. 11.03(d) of the Zoning Ordinance and 15.04(c) of the Land Division/Subdivision Ordinance to allow access over adjoining property instead of the A-3 zoned lot as approved by the zoning amendment. The A-3, Agriculture/Rural Residential zoned site is at **N5391 Golden Lake Park Road** in the Town of Concord, on PIN 006-0716-2543-002 (1.14 Acres).

V1436-14 – Mark Schneck/Cross Lutheran Church: Variance from Sec. 11.08(d) for an on-premises sign and 11.08(k)2.g. to allow a sign within the town road right-of-way at **W710 Gopher Hill Road**, Town of Ixonia. The property is zoned A-1, Exclusive Agricultural and is identified as PIN 012-0816-1124-002 (5.132 Acres).

AP1437-14 – David K Hall: Administrative appeal of Zoning staff decision regarding substantial damage estimate for **W7730 Lamp Road** in the Town of Sumner. The site is on PIN 028-0513-1144-019 (0.138 Acres) in a Waterfront zone.

10. Decisions on Above Petitions

11. Adjourn

If you have questions regarding these variances, please contact the Zoning Department at 920-674-7113 or 920-674-8638. Variance files referenced on this hearing notice may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m. Monday through Friday, excluding holidays. Materials covering other agenda items can be found at www.jeffersoncountywi.gov.

The Board may discuss and/or take action on any item specifically listed on the agenda.

JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 at least 24 hours prior to the meeting so appropriate arrangements can be made.

A digital recording of the meeting will be available in the Zoning Department upon request.